

**KENTUCKY WORKFORCE INVESTMENT BOARD  
BUSINESS MEETING  
NOVEMBER 13, 2002**

**Holiday Inn Airport – South, Louisville**

**MINUTES**

**Members Present:** Mike Garrison, George Sotsky, Ken Oilschlager, Billy Jackson, Ron Ramsey, Annette Jones, Nicky Rapier, John Adams, Todd Mills, Kay Meurer, Margaret Grissom, Allen Rose, Bill Clouse, Elmo Head, and Martha Layne Collins.

**Members Absent:** David Armstrong, James Baker, Charlie Borders, Larry Clark, James Cole, Mike Dixon, Ronald Geary, Michael McCall, Randy McQueen, Joey Pendleton, James Ramsey, Benjamin Richmond, James Shane, and Glenna Taylor.

**Call to Order:**

Chairman Ken Oilschlager called the meeting to order at 3:15 p.m. Quorum was not met at this time. Chairman Oilschlager was informed the Board lacked having quorum by one member and the additional member would be in attendance. No action items were taken up prior to quorum being established. The member arrived at 3:55 p.m. Roll was called by Cassandra Bagley and a quorum was established.

**Chair's Comments:**

- Notes were shared from the National Governor's Association Chair's Meeting.
- Resignations were received from A.V. Rash, Dudley Cooper and David Engleman. The Governor's Office will be working on reappointments as well as new appointments. Appointments should be completed before the Workforce Investment Board meeting in February 2003.
- Chairman Oilschlager said he had met with the chairs of Kentucky's local workforce investment area boards and they discussed marketing the one stop system on statewide level.
- Department for Training and ReEmployment will be working with the Kentucky Workforce Investment Board on the Annual Report. The report is due to the Department for Labor by December 1, 2002. Board members and partners will receive draft copy for review and input. Responses will need to be received as soon as possible in order to send to the governor and to USDOL by the due date. It was suggested the Board have more review time for next year's report.
- The process for reviewing the Strategic Plan will begin the first of the year. Challenges, successes, additions and deletions will be reviewed. It is anticipated to receive more input from partners and constituents in a more timely fashion. A subcommittee will be appointed on an ad hoc basis to submit a draft to the board for review. Hopefully by the same time next year, documentation will be provided to the incoming governor detailing the goals and priorities of the board.
- Workforce Investment Board conference is November 14, 2002. There is a good array of speakers and panels.

### **Comments from Cabinet for Workforce Development Secretary Allen Rose:**

- Introduced Susan Craft as new commissioner in the Department for Training and ReEmployment
- Introduced Greg Higgins and Randy Justice with the CWD office of General Counsel.
- Sec. Rose said that EKOS is working well but is not perfect yet.
- The Department for Adult Education and Literacy has had a good year with approximately 90,000 individuals enrolled and KY Technical Education school enrollment is up 30% this year. Only Pennsylvania leads Kentucky in family literacy program enrollment.
- Dual enrollment between Tech Ed and KCTCS is working well.
- He said he had attended the Southern Governor's Conference in Georgia the following were highlights of the meeting:
  - Attendees promoted technical education, adult education, and skills standards.
  - Business representatives expressed a concern that higher education is not included in education or workforce training initiatives and that programs were not training for workforce requirements.
- Sec. Rose also attended the Employment Summit on Labor in Louisville
  - John Beverly, assistant to USDOL Secretary, was the keynote speaker.
  - Of the 200 people in attendance, approximately six indicated they had heard of WIA or one stops.

### **Comments from Nancy La prade:**

- Ms. Laprade referred members to the Reauthorization White Paper that was included on page 5 in their agenda packet. The executive committee worked with staff on the completion of the paper. There are two key points of the paper: to develop a workforce system that is demand driven and flexible.
- Ms. Laprade commented on the diligent work of the committees:
  - Conference is first in series of capacity building activities.
  - KWIB web page is on-line.
  - LMI survey is completed.
  - Charter Oaks Evaluation project is well under way.
  - Business pilots are up and running.

### **Comments from Susan Craft:**

- Top priority – lack of dislocated worker funding in state
- Work with DES on Trade and NAFTA
- Work on talking points for Congressional leaders.
- Work with seven local areas on NEG grant of approximately \$11 million. This will help to offset loss of dislocated worker funds.
- Over 219 were in attendance at the Youth Summit in Georgetown – including 28 youth.
- WIA Annual Award's luncheon is November 20th. Members were encouraged to attend.

- Encouraged phone calls and/or meetings with any board member and interested parties. She said she has an open door policy and all are welcomed.

### **Action Items/Discussion:**

#### Approval of May 9, 2002 meeting minutes

##### MOTION:

Moved (Mr. Garrison) with second (Ms. Grissom) approving the minutes from the May 9, 2002, Kentucky Workforce Investment Board meeting as distributed. The motion was carried unanimously.

#### Change to Board's Statement of Executive Authority and Interim Rules of Procedure-first reading (page 77 of agenda packet)

Ms. Laprade explained the need for the change. A concern had arisen that some committee meetings only had one board member in attendance. She said this would be the first reading and a second reading will be held at the next meeting.

##### RULES OF PROCEUDRE, ARTICLE 1, Section 3:

[New language] For the purpose of conducting business before the Workforce Investment Board, a simple majority of the membership, excluding any vacancies, shall constitute a quorum. For the purpose of conducting business before any committee, established under the Board's Rules of Procedures, Article II, Section I, or any committee otherwise formed under the express authority of the Board, the presence of two (2) members of said committee shall constitute a quorum.

#### KWIB Web page presentation

Cassandra Bagley updated members on the KWIB web page. The address is [www.kentuckywib.org](http://www.kentuckywib.org). Menu items were reviewed and the site will hopefully be updated once a month. A member raised the question if there would be a link to EKOS for employers. Also a decision will need to be made as to the amount of information regarding board members that would be placed on the website.

#### Labor Market Information Survey Presentation

Dr. Paul Coomes of the University of Louisville made a presentation on the final results of the Labor Market Information Survey. The website will be live on November 22<sup>nd</sup> [www.kycwd.org/lmisurvey.htm](http://www.kycwd.org/lmisurvey.htm)

#### The Competitive Challenge: Building a World Class Workforce

With time running short, Chairman Oilschlager did not make a full presentation on the Competitive Challenge White paper, but encouraged all members to read the summary in the agenda packet on page 81. Copies of the full report will be available at the conference tomorrow.

#### WIA funding streams

Agenda item will be tabled until the February meeting.

## **Committee Reports:**

### **Executive Committee – Chairman Oilschlager**

- Chairman Oilschlager offered page 3 of the agenda packet as the report from the Executive Committee.

### **Accountability and Funding Committee – Bill Clouse**

- Mr. Clouse referenced page 14 of the packet on performance standards. He said Kentucky expects to exceed the standards and current figures note they are meeting them at the 80% level. Local areas were commended for their efforts.

#### **MOTION:**

Moved (Mr. Clouse) with second (Mr. Garrison) that KWIB support the PY2002 Performance Measures as detailed on page 13 of packet.

The motion was carried unanimously.

#### **MOTION:**

Moved (Mr. Clouse) with second (Mr. Sotsky) for KWIB to support the pursuit of a waiver to allow up to 50% of funds to be transferred between dislocated workers and adults instead of the current 20%.

The motion was carried unanimously.

### **Business and Industry Committee – Kay Meurer**

- Business Pilots: It was noted Kentucky is one of seven states in a consortium that received a grant from the USDOL to market one-stop services to the business community. This consortium project is being integrated into the three business pilots underway in Bluegrass, Lincoln Trail and Cumberlands.
- The Kentucky Employability Certificate: Ms. Meurer described the status of the KEC project and indicated that KCTCS is now issuing certificates. She asked the Board to support the program.
- Make-It Project: Ms. Meurer indicated that the committee was very excited about the possibility of duplicating the Make-it project in Kentucky in order to promote the skilled trades and careers in manufacturing.

MOTION: Moved (Ms. Meurer) and seconded (Mr. Sotsky) to request KWIB staff to arrange for the project director of the Make-It in Manufacturing Technology program in Minnesota to come to Kentucky and give a presentation to a group of business and individual stakeholders.

After discussion, motion was carried unanimously.

### **Local Liaison/Marketing and Public Relations - Nicky Rapier**

- System marketing and branding: These committees have met once since the last KWIB meeting. He indicated that the main issue that is being worked on is the need to adopt some type of logo and a 1- 800-telephone number to market the system statewide. The intent is not to take anything away from local areas'

- marketing efforts, only to enhance them. Anticipates that the committee will have a plan to recommend to the full board at the February meeting for possible roll out July 1<sup>st</sup>. Main focus is to market to prospective employers.
- Electronic tracking system: Mr. Rapier indicated that an RFP was released by the Governor's Office of Technology on October 14<sup>th</sup> and that proposals are due back on Dec. 9<sup>th</sup>.

#### Youth Committee - Colonel Head

- Youth Summit: Judy and Sharon recapped the youth summit to the committee. Thanks were extended to all who attended. The message was to build a world-class workforce we must begin with youth.
- Asset Mapping Project:
  - RFP completed for Asset Mapping, although staff will enter into discussions with UK to see if they are interested in doing the project under an MOA.
  - \$150,000 in Governor's Reserve funds is set aside for this project.
- WIA Awards Luncheon: Several youth will be honored at the WIA Awards luncheon on November 20<sup>th</sup>.
- Marketing services for adjudicated youth: Col. Head indicated that the committee suggests developing a pamphlet or packet to distribute to court designated youth workers and other personnel to describe WIA services that may be available for adjudicated youth.
- ITA Waiver: Col. Head informed the board that Kentucky attained the waiver to allow older youth to use Individual Training Accounts (ITAs).

#### MOTION:

Moved (Mr. Oilschlager) and seconded (Ms. Grissom) to accept committee reports not requiring action.  
The motion was carried unanimously.

Chairman Oilschlager adjourned the meeting at 5:05 p.m.